

Education - Playground & Equipment Inspection Checklist

Inspections should cover the whole of the site - not just the equipment. Pathways, fences, seats etc. all need to be checked.

This checklist can be used for daily walkabouts, weekly or routine inspections and operational quarterly reviews. It should be recorded in writing at least every quarter in full (including daily and weekly checks items) or when there is a change in circumstances such as change in equipment or ground conditions or an accident. The listed items are there to help understand what to look for however, common sense and knowledge of children and young persons should help decide in the actions taken.

The sections are boxed so if a section does not apply, it can be deleted and add your own items.

This is not an exhaustive list and you should identify any other hazards associated with the daily use of the classroom/playground in the space overleaf, including any further actions needed. If necessary, discuss this with your head teacher or head of centre

Rev. 2nd May 23 - Added in climbing frames - details for checks and castor locks

SCHOOL / EYC:	Inspection conducted by:
Date of Inspection:	<i>Any controls added to support safety of the playground should be added in comments section below. For additional support or if unsure, contact the H&S Team at Health.Safety@eastdunbarton.gov.uk or 0141 777 3210</i>

SITE AND GROUND CONDITIONS INCLUDING SURFACED AND ENCLOSED AREAS <i>Weekly checks by BM and education staff</i>				COMMENTS <i>Please number them and add notes in section available at end</i>
	Yes	No	N/A	
Does the area children will be playing in have loose ground or debris that could be identified as a hazard?				
Are ground conditions affected by the weather appropriate for use? E.g. Slippery or frozen, eroded through with torrential rain				
Is there uneven or unmaintained ground where children could slip, trip or fall? <i>Natural uneven ground is normal and any areas of particular risk should be highlighted before use if not too much difference in depth, or should be put out of bounds from children with clear visible cones or tape and children instructed not to use. BMs to report to Estates on Hub.</i>				
Are there exposed footings, roots, rocks that could be a hazard? <i>Please note the ground being natural earth can have these and unless noticeable hazardous, these should stay in place.</i>				
Has the perimeter fencing been checked for hazards? Is it in good condition? Does it have parts sticking out dangerously?				

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Are there thorny plants or bushes that may be accessible to children's reach?				
Are there areas where rubbish (pallets, tyres, bins and other disposed items) is accumulating dangerously and children could access this area? <i>Dangerously means there is a lot of it, there might be rodents or open to use as a fuel for a fire.</i>				
Check ground for litter, glass and needles and dispose of appropriately/safely. <i>These can be picked up with a litter picker safely, never use hands and dispose of in a plastic container or contact Greenspace for safe disposal</i>				

OTHER PLAYGROUND HAZARDS <i>Daily walkabout/checks by BM and education staff</i>	Yes	No	N/A	COMMENTS <i>Please number them and add notes in section available at end</i>
Weather hazards, high winds, lightning, frozen ground, torrential rain to be checked before children go out. <i>Please note lightning can be extremely dangerous and children should stay inside. This is common before torrential rain appears or is forecasted.</i>				
Children to adult ratio – all parts of playground should be supervised/be able to see around. <i>Dynamic RA by SLT of areas to be used if not fully covered as per normal working practices.</i>				
Playground gates are staying closed during breaks				
Any loose branches or animal faeces on the ground?				
Any tree branches that are ready to fall down?				
Checks school entry paths for any obstructions, slip and trip hazards or excessive slopes				

LOOSE EQUIPMENT AND TOYS <i>Equipment can be checked at first use or when adding to other equipment lot, then quarterly to ensure equipment is in good and safe condition.</i>	Yes	No	N/A	COMMENTS <i>Please number them and add notes in section available at end</i>
Is the equipment in the playground in good condition? I.e. If wooden, crack and splinter free, if metal, rusted. No sharp edges or other cutting hazards. <i>Wood is a natural material and cracking is natural. Normally these will have no appreciable effect on the strength of the material. They should not exceed 10mm wide (in which case they can be a "finger trap")</i>				e.g. A, B
If any equipment is used for climbing or playing above the ground has it been inspected for damage and deemed in a safe condition?				e.g. C
Is the equipment secure and has no loose parts?				e.g. D

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Is the equipment oversized for the use of a child (bulky or heavy)? If so, is significant force needed to hold the equipment?				
Are the tips/ends of equipment in good condition? I.e. no cracks or sharp edges.				
Is the equipment or toy easy to break apart or become sharp edged? (e.g. pipes)				
Manufacturer's instructions and guidance being followed on the use of the equipment. i.e. how is the equipment supposed to be used, cleaned and what life span the equipment has.				
Check equipment was purchased by the school and has been accounted for on inventory sheet. <i>If it was donated, has it been checked for any breakages, cleanliness, any pockets or spaces where there might be hidden risks</i>				
What maintenance, if any, has been carried out on the equipment? If any, is there a record of this and is it on a schedule? (e.g bicycles)				
Has the equipment passed their safety checks at manufacturer stage (e.g. does it display a CE, UKCA or Kite mark?				
Is the equipment for the age of the child/ren using it?				
Have you checked the area/path/terrain the equipment is going to be used? The speed it is going at?				
Has the equipment been altered? It may not be suitable for purpose. Can the equipment be isolated from others if deemed faulty? E.g. storage cabinet or reas away from children's access. <i>Please remove and report faulty items</i>				
Is there an adequate area to store the equipment?				
Have you checked for critters or animal droppings/faeces on your equipment or toys? <i>Wasps, spiders, wasp nest, spider sacks, ants</i>				
Is there are tyres, have these stagnant water inside? <i>Please empty stagnant water as soon as possible. Check point above about insects.</i>				
Are there any furry animals living under some of the tree stumps, bigger play equipment, tyres, natural holes in the ground?				

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PLAYGROUND EQUIPMENT / PLAY PARK <i>Children's play park equipment/area should have a formal safety inspection once a year by a professional independent safety inspector or contact Greenspace services. The items below are for checks by BM and Education staff quarterly</i>	Yes	No	N/A	COMMENTS <i>Please number them and add notes in section available at end</i>
Are all supports present, secure and free from decay at ground level?				
Are supports secure in the ground and are all fixings secure?				
Are the surfaces below the equipment suitable for falling off at height?				
Is all timber undamaged and free from protrusions, staples, splinters, etc.?				
Are all corners rounded to 3mm radius?				
Swings - Are the swing chains intact and in good condition with less than 40% wear?				
Are the seats fixed securely (with secure centre bar on cradle seats)?				
Are the swing seats unbroken with no exposed metal?				
On single point swings is the beam padded where children might strike it?				
Chutes - Are steps in good condition and not slippery?				
Are handrails secure and in good condition?				
Is the chute securely fixed, undamaged and clear of foreign objects (needles, sharps etc) (carefully check under sides of chute)?				
Are ground fixings secure with undue movement?				
Are all hand grips and footrests present and securely fixed?				
Where chains or ropes are present are they secure and in good condition?				

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Climbing frames or agility items - Are all supports present and secure and free from decay at ground level?				
Are all the bars in place, securely fixed and any tube ends plugged? <i>Check of holds, signs of movement, check for tightness</i>				
Are any overhead bars/rings all present, securely fixed, and do bars not rotate? <i>Check stability of frame for movement (try to pull it)</i>				
Are all ropes or chains present and in good condition and firmly fixed? Check for frayed ropes/tightness				
Are all nuts and bolts secure without any projecting thread? <i>Check wall attachments</i>				
Is all play equipment free from entrapment and shear hazards?				
Are all safety mechanisms/castors/wheel locks in safe working condition?				

SPORT EQUIPMENT <i>Check before use and quarterly by Education staff</i>	Yes	No	N/A	COMMENTS <i>Please number them and add notes in section available at end</i>
Are balls well inflated? <i>Deflated balls can cause more damage as they become heavier and rugged.</i>				
Are racquets, bats, hoops in good working condition to be hand held?				
Are the football goals (posts, bar and netting) in good condition as per game standards? Posts free from cracks and netting untangled.				
Are the basketball/netball hoop(s) in good condition as per game standards? No loose parts that could fall and hurt or damage others.				

OTHER HAZARDS please make notes here	Yes	No	N/A	COMMENTS
COMMENTS				
A				
B				
C				